



CANNON BUILDING
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STATE OF DELAWARE
DEPARTMENT OF STATE
DIVISION OF PROFESSIONAL REGULATION

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PUBLIC MEETING MINUTES:	BOARD OF LANDSCAPE ARCHITECTS
MEETING DATE AND TIME:	Thursday, August 14, 2008 at 9:00 a.m.
PLACE:	Conference Room B, Cannon Bldg, 861 Silver Lake Blvd Dover, DE 19904
MINUTES APPROVED	November 13, 2008

MEMBERS PRESENT

Ronald Sherman, Public Member, President
Deborah Van Dermark-Billeter, Professional Member, Secretary
Matthew Spong, Professional Member, Treasurer

DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT

Allison Reardon, Deputy Attorney General
Shauna Slaughter, Administrative Specialist

MEMBERS ABSENT

Eric J. Sturm, Professional Member
Goodwin Cobb, IV, Public Member

CALL TO ORDER

Mr. Sherman called the meeting to order at 9:15 a.m.

REVIEW OF MINUTES

The Board reviewed the minutes for the May 8, 2008 meeting. Mr. Spong made a motion, seconded by Ms. Van Dermark-Billeter, to approve the minutes as presented. The motion carried unanimously.

UNFINISHED BUSINESS

Discussion Regarding LARE Exam Administration

Ms. Slaughter provided the board with an update regarding changes to the LARE exam administration discussed at the May meeting. She advised that CLARB will be opening a regional test center in Delaware for the December 2008 and June 2009 exam administration as a pilot program. If the test center has enough usage it may become a permanent test center. Ms. Slaughter will keep the board informed of the results of this pilot program.

Discussion Regarding Late Renewals

At the Board's meeting in May Ms. Van Dermark-Billeter initiated a discussion about the license renewal process and how long the late renewal period was. She has concerns about applicants who have relocated to other states, and may not receive their renewal notice. The Board asked Ms. Slaughter to research previous meeting minutes to see if there have been past issues with licensees having to reapply due to missing the renewal period. Ms. Slaughter advised the Board that there was no evidence in the past meeting minutes which indicated that there were licensees who had to reapply because of not receiving their renewal notice. Most of the applicants who had reapplied for licensure had been expired for a year or more before reapplying.

Discussion Regarding Application Checklist Processing

The Board reviewed a list of application requirements prepared by Ms. Slaughter. The Board requested to have certificate of authorization requirements added to the checklist. Also, the Board had a discussion about the experience/education requirements for applicants requesting approval to sit for the exam. The Board reviewed sections 206 and 210 of the statute and found the language to be weak. Ms. Reardon will prepare a draft of proposed language for a rule and regulation change to clarify the experience/education requirements. The draft will be reviewed at the November meeting.

NEW BUSINESS

Review of Applications for Licensure by Reciprocity

The Board reviewed Robert Filippi's application for licensure. Mr. Spong made a motion, seconded by Ms. Van Dermark-Billeter, to approve the application. The motion carried unanimously.

The Board reviewed John Fellow's application for licensure. Mr. Sherman made a motion, seconded by Ms. Van Dermark-Billeter, to approve the application contingent upon receipt of verification of licensure from Pennsylvania. The motion carried unanimously.

Other Business before the Board (For Discussion Only)

Memorandum from James Collins Regarding 145th General Assembly, 1st Legislative Session

Ms. Slaughter advised the Board about a memorandum sent by Division Director, James Collins, regarding the 145th General Assembly, 1st Legislative Session. In the memorandum Mr. Collins asked that any board wishing to make legislative changes during the upcoming legislative session should respond to him by November 18th with draft legislation.

Correspondence

A discussion took place regarding the CLARB 2008 Annual Meeting that was announced in the last two issues of the CLARB Member Board E-News that Ms. Slaughter forwarded to the board members. Mr. Sherman advised the Board that Delaware will not have anyone attending the Annual Meeting as there were no board members who expressed an interest in attending. Mr. Sturm attended the Spring Meeting, so Delaware did participate in one meeting this year.

Public Comment

There was no public comment.

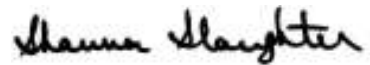
Next Meeting Date

The Board will hold the next meeting on November 13, 2008, at 9:00 a.m. in Conference Room "B" of the Cannon Bldg., 861 Silver Lake Blvd., Dover, Delaware.

Adjournment

There being no further business before the board, Mr. Spong made a motion, seconded by Ms. Van Dermark-Billeter, to adjourn the meeting. The motion carried unanimously. The meeting adjourned at 9:59 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Shauna Slaughter". The signature is written in a cursive, flowing style.

Shauna Slaughter, Administrative Specialist II
Board of Landscape Architects